

Planning Commission Interview
November 8, 2012

Present: Mary Ann Sironen (Skipper), Dave Miller, Dave Mount, Barb Crow, Planning Director Sue Lawson.
Absent: Mary Anne Daniel

Interview opened at 6:30 p.m.

Jerry Hauge: interviewing to complete Lynn Hollatz's position. Lynn was unable to complete her term on the Commission the new planning member will complete her term.

Interview closed at 6:50 p.m.

Town Board Meeting
November 8, 2012

Present: Mary Ann Sironen (Skipper), Dave Miller, Dave Mount, Barb Crow
Absent: Mary Anne Daniel
Pledge of Allegiance

1. Approve Minutes
 - a. Town Board Meeting October 11, 2012
 - Skipper made a motion to approve the minutes, Dave Miller seconded. Motion passed
2. Meeting Schedule
 - a. Posted Meeting
 - i) December 13, 2012 Town board meeting.
NOTE: Planning Commission is meeting on the 29th of November with no meeting in December due to the Christmas holiday.
3. Concerns from the Audience
 - a. Mapping Project – Jo Thompson/Val Brady
 - Presented by Val Brady. The project is to GIS the inflow and outflow of culverts on Township Roads fulfilling a requirement of our MS4. Jo showed and described the current mapping process, the process is cumbersome and time consuming. Val and Jo would like to request permission to obtain a grant to hire undergraduate students to assist with the process. Help from the Township will be needed to match whatever grant we are able to obtain as it will be a 50/50 grant. There will also be a request for a second GPS unit for approximately \$400.00 which would remain property of the township. Meeting time, Dr. Brady's salary, the GPS unit and any Supervisor or "other" time as required to complete the project may be used for in kind time on the grant lessening the amount of financial match required. Dave Miller made a motion to grant the request for \$400.00 contribution of township time and approval to go forth with the grant, Barb Crow seconded. Motion passed.
 - Illicit discharge is anything going into the ditch such as septic seepage, erosion or storm water. As part of the Mapping project there might need to be an illicit discharge ordinance created.
 - Many "Thanks" to Jo Thompson and Val Brady for all of the hard work they've put into this project so far and "Thanks" in advance for their work yet to come.
 - "Thanks" also to the Election Judges for their timeless efforts to make the election go as smoothly as possible.
4. Approve Agenda

Barb Crow made a motion to approve the agenda, Dave Miller seconded. Motion passed

5. Treasurers Report

Beginning Balance	\$799,725.11
Receipts	\$ 9,809.09
Expenses	\$ 61,874.77
Ending Balance	\$747,659.43

- a. Review Claims List for Approval
- b. Pay Bills – all approved.

6. Tabled agenda items from previous month

7. Department Reports

a. Police Department

- No report

b. Fire Department

- The Fire Department Secretary Sherry Rovig has been working hard on the retirement fund transfer.

c. Planning and Zoning

i) Directors Report

- Community Center. Wayne Dahlberg brought to the meeting documents created in 2008 outlining future updates at the Community Center. Of the 5 Supervisors only Dave Mount is familiar with this project, the documents were reviewed bringing the rest of the Supervisors up to date. Some phases have been completed others still are in the works for the future.
- The reversionary clause between Lake Superior School District 381 and Duluth Township has expired. Skipper suggested the Town Board talk to Tim Strom and have a formal document created reflecting the expiration of the reversionary clause giving closure to that portion of the purchase contract/agreement.
- The Town Board would now like to have a discussion regarding the future of the Community Center. A meeting will be scheduled at the next Board meeting for sometime in January.
- SMU6: A large number of lots in the Greenwood Beach area are nonconforming. The Commission is reviewing the land use plan to see if it needs revision or updating.
- Sue met with a gentleman who is interested in senior housing/cooperative housing; at this point he is still collecting information.
- Climate change workshop has been moved, the presenter was unable to make the meeting.
- Permits are trickling in very slowly

ii) New Commission Member: Barb Crow made a motion to invite Jerry Hauge to join the Planning Commission, Skipper seconded. Motion passed. Jerry will complete Lynn Hollitzes term,

iii) Planning Telephone: it is time to shut off the cell phone, we no longer receive phone calls on the cell phone, all calls are now coming into the township office.

d. Legal

- No legal issues this meeting

e. Roads

i) Stormwater

- Just to reemphasize the grant proposal, we really need the system for infrastructure.

ii) Road Report

- Gamble Road ditching is almost complete West Wildwood ditching and 3 new culverts will be taken care of next.
- FEMA: we are scheduled to receive approximately \$55,000.00 from FEMA, the State is obligated to pay additional funding. Two mitigation projects are yet to be completed one each on the Gamble Road and the Johnson Roads, these projects will be separate payments from FEMA.

- Bob Rodda is completing grading for this year, all roads needed grading. There are a few odds and ends that need to be completed but it depends on when we get our reimbursement from FEMA.
- Our Welcome to Duluth Township signs are done. Dave Mount will give them to the County for installation.

f. Community Center

i) Facility Report

- Dave Miller made a motion that we authorize the expenditure of \$10,000.00 additional money to purchase the mower sweeper and \$4000.00 to add on to the building for storage. Dave Mount suggested we made the motion to spend \$15,000.00, Skipper seconded. Firm figure for the storage building: Dennis Schultz bid \$4185.00, Ray Sundberg bid \$3730.00. Dave Miller withdrew his motion Skipper withdrew her second on the motion. Dave Miller made a motion to authorize an expenditure of up to \$19,000.00 for the mower sweeper and improvements to the storage building at the Community Center to come out of the community center fund, Skipper seconded. Motion passed.

ii) Community Education

- Moving along.

iii) Recreation

- The sprinkler system has been tried and works well although it does empty the tank in 45 minutes. Because we have purchased all new equipment there should be no reason for additional purchases in the future, next year the focus will be on general maintenance.
- The recreation program benefits not only the kids but the community in the whole.

g. Town Hall

- i) Mens Room- plumber has been here, it is apparent things are working better.

h. Materials Management

i) Recycling

- Aluminum Cans: The aluminum cans will no longer be at the town hall. In the newsletter it was suggested the township will no longer provide aluminum can pick up however if someone else is interested in taking on the project they are more than welcome. The fence will need to be removed it was installed by Neil Igo and the PTA. We could continue to take cans for the Library if the space we provided was sufficiently secure, right now it is not.
 - Question: What will we do with them? They can go into the glass/can/plastic material bins.
 - Question: Would we be able to get a dumpster for just aluminum cans? The company that picks up will not provide a dumpster for just aluminum cans.
- We need to advertise for an additional sub.

ii) D/NSSD

- a. District Board of Managers Election: Skipper made a motion to adopt the resolution, Dave/Dave team seconded. Motion passed.

i. Cemetery

j. Communication

- Newsletter has gone out. Many wishes out in the township for the Lake connection to be completed as soon as possible.

k. Personnel

i) Materials Management Opening (discussed under Materials Management)

- ii) Cost of Living (1.7% for 2013) Barb made a motion that we follow the COLA adjustment of 1.7% to increase wages and salaries of some members of the Township Staff as outlined in document A, Skipper seconded. Motion passed.

8. Correspondence

9. Old Business

a. Ordinance

i) Resolution: There were a few errors that still need to be corrected.

- In Article 14 section 1 remove Board of Adjustment and replace with Town Board.
- Under definitions Board of Adjustment should be Town Board and direct people to section 1 instead of section 3.
- Sentence structure in Section 15 of Article 6 (page 57) talks about dwellings, definition of high frequency/low frequency #5. Page 38, matrix, we wanted it to be available in all zones that allowed residential zoning.
- The resolution will repeal ordinance #3 and enact #4. Barb Crow made a motion that we pass Duluth Township resolution 11082012, Dave Miller seconded. Motion passed.

ii) Summary: Dave Mount made a motion to adopt the summary for publication repealing ordinance #3 and enacting #4, Barb Crow seconded. Motion passed.

Thanks to the Planning Commission, the Planning Staff and Supervisor Crow for bringing Ordinance #4 to fruition. A special thanks to Planning Secretary Beth Mullan for making all of the changes and updates to Ordinance #3 which made Ordinance #4 possible.

10. New Business

No new business at this meeting

11. Motion to Adjourn. 9:45 p.m. The entire board motioned and seconded this motion.